



## DIVISION OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY TRAINING ANNOUNCEMENT:

### **Homeland Security Exercise and Evaluation Program Advanced Evaluator Course**

**Description:**

The Homeland Security Exercise & Evaluation Program (HSEEP) Advanced Evaluator Course is an advanced level HSEEP course with specific and in-depth instruction on proper evaluation methodology, as well as helpful tools and tips on evaluation practices. The course builds upon the 2 Day HSEEP Training Course provided by the Division of Emergency Management & Homeland Security. There is review of the subject material presented within the HSEEP Training Course, as well as significant in-depth exploration of six components of exercise evaluation.

**Objectives include:**

- Identify who develops an evaluation plan and the roles and responsibilities of an evaluation team
- Discuss the use and modification of an EEG
- Discuss the process of training evaluators and conducting evaluator briefings
- Demonstrate how to collect data as evaluators during both discussion and operations based exercises
- Describe the process of data analysis, to include root cause analysis
- Demonstrate the ability to conduct and analysis of capabilities

**Prerequisites:** HSEEP Training Course

**Registration Deadline:** 2 weeks prior to course

**Number of openings:** 20

**Target Audience:**

Anyone who will be a member of an exercise design team or fulfill a role in one of the following areas of the exercise design process: design, development, conduct, or evaluation for an exercise. The primary audience for the course are persons that are interested in gaining skills in evaluation design and conduct or becoming an HSEEP certified evaluator for the Division of Emergency Management & Homeland Security.

**Cost:**

- There is NO cost to attend this course.
- Travel and meals are the responsibility of the participant.

**Upcoming HSEEP Advanced Evaluator Courses:**

**When:** May 28, 2015

**Where:** Chittenden County Regional Planning Commission, Winooski, VT

**When:** September 23, 2015

**Where:** Southern Vermont Location TBD

**What time:** Registration begins at 8:00am each day. Training will begin at 8:15am and will end no later than 5:00pm. A lunch break will be provided.

To register for this course, please complete the attached form and e-mail it to:  
Brittany Marquette at [brittany.marquette@state.vt.us](mailto:brittany.marquette@state.vt.us).